

Pomchayel Halva Khamaliw
Kalsan:-

INSTRUCTION MANUAL FOR B2V5



Back²
Village

5

Governance at doorsteps

7th to 16th NOVEMBER, 2023.

10. The visiting officer shall not leave the district without handing over a hard copy of the report to the Rural Development official (BDO/Panchayat Secretary) for further uploading of the report on the www.jkpanchayat.in / www.jkpanchayat.jk.gov.in portal within a week's time, positively.

Instruction for Field visit FIELD VISIT

Facility	Purpose
Khidmat Centres	Create /Generate awareness on online services particularly G2C schemes Aapki Zamin Aapki Nigam, Beams, Janbhagidari, Digital J&K.
JKB/PSB counters/outlets	a) Status of counter b) Number of visitors etc
Incomplete buildings/projects	Verify whether identification and redistribution done
PDS	Visit, evaluate, online status
PHC	Visit- evaluate, status of staff, equipment and quality
PMAY	Inspect, Inaugurate
My school, my pride progress; schools- water, toilets, staff	Visit, check for water, electricity, sanitation, meet students and staff
Swachh SBM	Evaluate
Panchayat play ground, Sports kits distribution Village games	Ensure, verify. Participate in at least one game in the playground
Har Gaon Hariyali, Plantation drive	Evaluate status, feedback
Village cultural event	Participate in ensure that it is held
Dangal/ Haat/Mela	
Exhibition of schemes	Ensure that every department participates and that it continues for the entire duration of B2V
Jal Jeewan Mission verification- WSS/JSD Electricity supply	Verify

Reach
Panchayat on day
of visit.

1. To hold meetings with PRIs, Officers/officials of the department, and General Public to have firsthand information about the Infrastructure & implementation of Schemes as per Schedule 1A, 1B & Schedule-II.
2. Ensure that all front line workers of different depts are present.
3. Ensure exhibition by different depts. about individual beneficiary schemes.
4. Inspect JKB/PSB counters/outlets.
5. Participate/ensure organization of sports activity in playfield, talent hunt cultural event/youth activity.
6. Ensure awareness generation about PM Vishwakarma scheme and AyushmanBhav.
7. Ensure saturation of soil health card and Golden Health Card under AyushmanBharat, saturation of Old Age Pension Scheme, Domicile Saturation, KCC Saturation, and saturation of land passbooks.
8. Visit government establishments, i.e., Health facility, Education Institute, Aganwadicenters, CAPD store, Bank/Extension counter, Amrit Sarovar, Playground, PatwarKhana, etc.
9. Inspect Khidmat (CSC) Centres and create/generate awareness on online schemes, especially G2C schemes like BEAMS, Janbhagidari, Aapki Zamin Aapki Nigrani, Digital J&K, etc.
10. Check effectiveness of centrally sponsored schemes through field visits of PMAY houses, Compost/Soak pits, JJM, etc.
11. Assess status of connectivity, Transport, Electrification, Drinking water, cleanliness, etc., in the panchayat.
12. Wherever possible, distribute employment letters for people selected under various government employments.
13. Conduct social audit of works under following schemes: MGNREGA, PMAY, IHHL toilets and payments CSCs & AMRIT SAROVARs.
14. Prepare Village Development Plan, in consultancy with Gram Panchayat, discuss it in Gram Sabha, and get it approved.
15. Identify unique features of the Panchayat in terms of Tourism, Culture, Heritage, Potential, etc.
16. Organize village-level cultural events to engage panchayat members.
17. Obtain a candid assessment about the performance of various depts, including fair feedback about discrepancies in functioning.
18. Open discussion on Nasha Mukht Abhiyan, corruption-free Panchayat, etc.
19. Assess the progress of different schemes relating to the localized SDGs prioritized for that village as per the resolution passed by that Gram Panchayat.

CENTRAL INSTRUCTIONS

1. The visiting officer shall spend at least three days in a Gram Panchayat to assess the details of the Gram Panchayat comprehensively.
2. He/She shall refrain from giving or offering any commitment on behalf of the government and shall adopt an unbiased attitude in reporting issues. As far as possible, his/her observation should be based on a fair and analytical view emerging from his/her interaction in the village.
3. He/She is going to the Panchayat as a planning officer, not for sanctioning any works or for making any commitments.
4. While preparing the Gram Panchayat development plan, he/she has to ensure that demands are prioritized and reflected under available schemes, wherever necessary the larger works are to be referred to administrative deptt under CSS/UT plans under intimation to DCs, and the rest of the works to DCs for reflecting it under district/CSS plans.
5. His/her work shall be hard-core planning and audit and is not a PR exercise.
6. Every Deputy Commissioner has to ensure that at least one RDD official (ideally Panchayat Secretary) is present in every panchayat with relevant panchayat records, to ensure the conduct of all activities as planned. Panchayat-wise orders need to be issued in advance.
7. The BDO has to ensure that Gram Sabha is held during the visit of the officer in the panchayat and uploaded on Vibrant Gram Sabha Portal.
8. The visiting officer should ideally carry his/her laptop to complete the reports at the Panchayat level itself and upload the final report, duly signed both by the Sarpanch and by the visiting officer on the www.jkpanchayat.jk.gov.in portal.
9. The focus of the visit is on youth, skills, self-employment, Nasha Mukht, Bhrashtachar Mukht, Rozgar yukt J&K, besides carrying forward the activities during Jan Abhiyan and saturating them.

In addition, attention may be given to the following areas:

- a. Make full use of Centrally Sponsored Schemes.
- b. Saturation of individual beneficiary schemes.
- c. Self-employment schemes.
- d. Bank-linked schemes, including departmental subsidy schemes.
- e. Empowerment and transparency through digital initiatives.
- f. Effectiveness of grassroots machinery:
 - i. Patwari, VLW present and available.
 - ii. Available funds utilized in public interest and as per Gram Sabha resolutions.
 - iii. Fairness in governance.
 - iv. CSS/Individual beneficiary schemes, etc.
 - v. Bhrashtachar Mukht J&K.
 - vi. Nasha Mukht, J&K.
9. The PRI members (Sarpanchs, Panchs, BDC Chairperson) shall be at the forefront of all activities and given due importance, and the approach should be to strengthen them and make them feel empowered. He/she shall ensure that the BDC Chairperson and Sarpanch/Panch are present at the time of inauguration and ceremonies.

KEY FEATURES

- Deputy Commissioners to lead the initiative
- Rural Development Department to be the nodal department
- Planning Development & Monitoring department and IT to be the support departments

INSTRUCTIONS FOR THE VISITING OFFICER

VITY	INSTRUCTIONS	ACTION POINTS
vity	Seeking details from the District team	<p>a. Take print outs of filled booklets of B2V1, B2V2 and B2V3 & B2V4 from www.jkpanchayat.jk.gov.in or www.jkpanchayat.in</p> <p>b. Also take print outs of the summarized excel sheets of the previous phases from www.jkpanchayat.jk.gov.in or www.jkpanchayat.in ATRs on issues raised during previous 4 phases of B2V and feedback on deliverables of last year from the office of Deputy Commissioner.</p> <p>c. Take prints of blank 2 booklets of B2V5 from www.jkpanchayat.in / www.jkpanchayat.jk.gov.in</p> <p>d. Collect List of new works started/ ongoing/ completed during the previous and current Financial year under the following heads:</p> <ul style="list-style-type: none"> • PRI grants • District Plan • UT plan • MGNREGA • Other schemes of other departments • Any other work <p>e. Plans/ beneficiary lists:</p> <ul style="list-style-type: none"> • MGNREGA draft plan document for the year 2023-24. • List of Awaas+ beneficiaries alongwith IHHL Convergence • List of pension beneficiaries. • List of SHGs • List of agriculture scheme beneficiaries <p>f. Lists of beneficiaries for:</p> <ul style="list-style-type: none"> • Various certificates/ benefits to be distributed by the visiting officer. • Any other activities identified by different departments

AWARENESS GENERATION ABOUT FLAG SHIP SCHEMES

The Voting Officer shall create awareness about the following schemes:-

FLAG SHIP SCHEMES

1. Ayushman Bharat- PMJAY
2. Deen Dayal Antyodaya Yojana- National Rural Livelihood Mission
3. PM Awas Yojana (Rural)
4. PM Ujjawala Yojana
5. PM Vishwakarma
6. PM Kisan Samman Nidhi
7. Kisan Credit Card (KCC)
8. PM Poshan Abhiyan
9. Har Ghar Jal- Jal Jeevan Mission
10. Survey of Villages and Mapping with improvised technology in Village areas (SVANMITVA)
11. Jan Dhan Yojana
12. Jeevan Jyoti Bima Yojana
13. PM KUSUM Yojana
14. Suraksha Bima Yojana
15. Atal Pension Yojana

ADDITIONAL FOCUS SCHEMES FOR TRIBAL DISTRICTS

1. Enrolment in Eklayya Model residential school
2. Scholarship schemes
3. Forest Rights Title: Individual and Community Land
4. Van Dhan Vikas Kendra: Self Help Groups

Annexure 2: Checklist

Assess the progress of different activities relating to the localised SDGs prescribed for that village as per the resolution passed by that Gram Panchayat.

1. SDGs AGREED FOR THAT VILLAGE, TO BE IMPLEMENTED BY MARCH 2024
2. STATUS OF WORKS UNDER THE FOLLOWING GOALS

1. Clean and green village

- i. Initiatives taken by the Panchayat for managing Solid and Liquid Waste.
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas.
- iii. The mapping of land use, water bodies, forest, shops, wetlands, degraded forest within the Gram Panchayat been done? Yes/No. If No, reason thereof.
- iv. Has the Climate Resilience Plan been developed for the GP? Yes/No
- v. Steps taken by the Gram Sabha about the climate change mitigation factors like reducing energy consumption, usage of fossil fuels, plastics, non-renewable building materials, and also to promote measures like planting of trees, conserving forests, usage of good agricultural practices like drip irrigation, water conservation measures, and conservation of wetlands.
- vi. Whether schools have started segregating waste. Yes/No
- vii. Whether schools have their own compost/soakage pits for solid/liquid waste management. Yes/No

2. Healthy village

- i. Are meetings related to Village Health and Sanitation Committee being held regularly? Yes/No
- ii. Do all the eligible individuals been provided the Golden Card? Yes/No
- iii. Are all the Children being immunized as per the Schedule recommended by Govt. of India? Yes/No
- iv. Are all the eligible individuals been vaccinated against COVID-19? Yes/No
- v. Does Gram Panchayat ensure that all pregnant women are getting necessary prenatal check-ups? Yes/No
- vi. Whether all the deliveries were Institutionalized or conducted by trained Midwives? Yes/No

3. Water-sufficient village

- i. Do all the HHs in the Gram Panchayat have water pipeline connections? Yes/No
- ii. Whether Gram Panchayat has taken steps for grey water management. If Yes, please specify
- iii. Do all the HHs in the Gram Panchayat have toilets? Yes/No
- iv. Are all the HHs toilets functional or not? Yes/No
- v. Do all the Schools/Anganwadis have a toilet facility or not? Yes/No
- vi. Are all the toilets in the schools/Anganwadis functional or not? Yes/No
- vii. Whether Gram Panchayat Bhawan has separate toilets for women or not? Yes/No

4. Child-Friendly village

- i. Do all the children under the age of 0-6 years been enrolled in the Anganwadis for pre-schooling? Yes/NO
- ii. How many BalSabha's were organized in the Gram Panchayat.

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1. BEST PERFORMING DEPARTMENTS		
1	RDD	
2	Education and Agriculture	
3	Health	
2. LEAST RESPONSIVE DEPARTMENTS		
1	Sanitation	
2	Employment	
3	PWD (R&B)	

II. FEEDBACK ON UT INITIATIVES

The overall feedback of the Initiatives of the government of UT of J&K is very encouraging. The Schemes of the Government are running smoothly and being closely monitored by the Govt. There is no dearth of fundings and resources. The management of funds have improved lot.

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Drinking Water, Road Connectivity, Health Care & Fairness required, PDD poles & Transformers
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	Roads Tanda to Kalsan Doun, Tanda to Planri. Upgradation of m.s. Kalsan to H.S. & H.S. Khanan to H.S.S. Water lift chamber to Doun and Tanda to Planri. R-wall of m.s. Kalsan and P.S. Planri. Infrastructure of electricity.
3	Overall assessment of the visit and suggestions: (The visiting officer to ensure that the overall assessment is recorded in details along with concrete suggestions)	The Dept of RD & PR has done good job along with Agriculture & Education but there is always the scope of improvement. Road Infrastructure & Drinking water facilities are very poor. PDD needs
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	03
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	شہاب آباد انارک سٹرک کے کنارے سائٹ کلاس کے نام پر جس پر بریلی کا ترجمہ ہے شہادت کے نام پر جس پر بریلی کا ترجمہ ہے 15/5/16

Signature of Sarpanch

Name.....
SARPANCH

Panchayat Kalsana
Khananater (Panch)

Signature of the Visiting Officer

Name.....
Afaq Ahmed

QUESTIONNAIRE FOR B2V5
Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

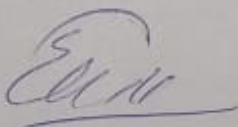
S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Cleanliness of the Panchayat
2	Activities undertaken under the Theme (as per instruction manual)	Cleanliness of the main paths & some water bodies undertaken.
3	Status of activities undertaken	Completed
4	Visible impact of the Activities	Yes
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	Yes
6	How many activities of SDG have been covered under GPDP	6
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Nil -
8	Remarks of the Visiting Officer on the status SDG Theme	More focus required as there is always scope of improvement.



SARPANCH
Pyt. Halqa Kalsana
Khanater (Poonch)

QUESTIONNAIRE FOR B2V5 Schedule-VII (IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A Demands/ Grievances addressed by the Administration		
1	2-School buildings under construction are under taken.	
2	Road network undertaken by the Panchayat in 7 wards.	
3	Electric poles & Transformers installed in 2 more wards.	
4	24 Hr Bank branch opened & made functional	
5	Construction works under taken under NREGA in some wards.	
B Impact of B2V1 to B2V4		
1	Construction of New building of PS Nari Tinda gnd	
2	M/s Kalsan (under construction)	
3	Transformers & poles installed in some areas.	
4	Atleast 3 Roads not under taken in public demand	
5	Bank branch opened & made functional in the Khanater village -	
C Challenges in the Panchayat		
1	All weather Connectivity -	
2	Drinking water supply to wards 3 & 4	
3	Diff Scheme from Khanater to Dorn & Tinda to Palam	
4	Electricity supply is not available in H.No 1, 7 & 8	
5	Two New PS open in H.No 1 (Tansangia) and Kalsan	
D Suggestions if any		
1	PWD needs special focus on Connectivity in the area	
2	Horticulture Deptt should arrange camps for Awareness to the	
3	High Density plantation needs to be done	
4	PHE Deptt should supply safe drinking water	
5	R/walks for M/s Kalsan, P/s Palam may be provided	


SARPANCH
Pyt. Halqa Kalsana
Khanater (Poonch)

QUESTIONNAIRE FOR B2V5

Schedule-V
(AWARENESS/ EVENTS / INAGURATION)

EVENTS / AWARENESS / INAGURATION ORGANIZED DURING THE VISIT OF OFFICER

S. No	Particulars	Status
A	Cultural Events/ Programmes	
	1. Debates and Seminars	
	2. Skits, Songs, Dramas	
	3. Local Folk programme / Show	yes
	4. Discussions with PRI and Senior citizens	yes
	5. Exhibitions	yes
B	Sports Activities	
	1. Sports Event	
	2. Distribution of sports kit	yes
C	Inaugurations (If any)	no
	PMAY house	
	Segregation Sheds	yes
	Amrit Sarovar	yes
	JJM Assets	no
	Compost/ Soak Pits	no
	PMGSY / MGNREGA works	yes
	Any other	one head - Mohan to HS (Kalsian Road)
D	Distribution of certificates	Navigation Channel - N. no 6
	Self Employment Schemes	
	Land Pass books	no
	Any other	no
E	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat(Mobile Van) and Flagship Schemes given in the instruction manual	yes



SARPANCH
Pyt. Halqa Kalsana
Khanatar (Panch)

24. Whether the issues raised by BalSabha are addressed during the Gram Sabha. Yes/No
25. Whether Gram Panchayat is tracking the data related to dropout children and children with irregular attendance? Yes/No
26. Do all the schools under the Gram Panchayat have separate toilets for girls and boys? Yes/No
5. Villages with good governance
 - i. Is CSC located in the Gram Panchayat Bhawan or not? Yes/No
 - ii. Is the list of beneficiaries related to the Schemes/Programs displayed on the Gram Panchayat wall or not? Yes/No
 - iii. Does the Gram Panchayat has its building or not? Yes/No
 - iv. Is the Gram Panchayat office functional or not? Yes/No
 - v. Are the activities approved under the Halqa Panchayat Development Plan displayed on the Gram Panchayat wall or not? Yes/No
 - vi. Is Social Audit of earlier Schemes/Programs carried out or not? Yes/No
6. Poverty-free and enhanced livelihood village
 - i. Has Gram Panchayat developed any criteria for the identification of the poor? Yes/No if yes specify
 - ii. Have all the eligible households registered in PDS or not? Yes/No
 - iii. Has Gram Panchayat provided space for Self-help Groups in PanchayatGhar for holding meetings or not? Yes/No
 - iv. Have all the eligible households been registered for Pension or not? Yes/No
 - v. Has Gram Panchayat facilitated Youth for Skill Enhancement Courses and Placement? Yes/No
 - vi. Has Job Cards been distributed to all the eligible individuals under MGNREGA? Yes/No
 - vii. Has Gram Panchayat facilitated SHGs for Bank Account Linkages? Yes/No
7. Socially secured village
 - i. Whether Gram Panchayat is maintaining data related to Differently Abled People? Yes/No
 - ii. Is Gram Panchayat Office Disabled Friendly or not? Yes/No
 - iii. Are provisions for a separate Budget under the Resource Envelope for Women and Children made or not? Yes/No
 - iv. Do all the Schools in the Gram Panchayat have facilities for Differently Abled Children like toilets, barrier-free access, etc., or not? Yes/No
 - v. Are all the eligible individuals are getting pensions, like old age pension, widow pension, etc? Yes/No
 - vi. Are all the eligible households getting benefits from IAY or not? Yes/No
8. Gendered Development in Village
 - i. How many MahilaSabha's were organized in the Gram Panchayat
 - ii. Whether SHGs Federations have been provided space for meetings in the Panchayat Bhawan (Yes/ No)
 - iii. Whether GPs have taken steps for increasing women's participation in Gram Sabha (Yes/No)
 - iv. Number of women beneficiaries headed households covered under PDS system.
 - v. Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana
9. Self-sufficient infrastructure in the village

QUESTIONNAIRE FOR B2V5

(FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	
2	Type of building (Govt./ Private)	
3	Availability of Staff a) Doctor b) Paramedical	No Health institution available in the Panchayat. Kalsan Khanetar
4	No of patients attended during the month	(Major Need of P.H.E)
5	Status of medicine availability	Establishment of PHC (Health).
6	Special medical camp held, if any	
7	Status of Immunization	
8	Participation of health worker in Village Health and Nutrition Day	
9	Institutional deliveries in Panchayat (Current Year)	
10	Non- Institutional deliveries in Panchayat (Current Year)	
11	Other	
12	Remarks of the Visiting Officer	Establishment of PHC (Health).

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	M. S. Kalsan, P. S. Nari, Plani, Doum Chamber, Sangwan.
2	Type of building (Govt./ Private)	Govt. Building
3	Availability of Staff as per sanctioned strength	Staff available as per sanctioned strength except P. S. Sangwan & Doum
4	Enrolment of the School a) Boys b) Girls	Boys = 226 Girls = 236
5	Availability of play ground	No playground available in any school.
6	Availability of drinking water	Drinking water is not available in four schools out of 6.
7	Availability of electricity	Electricity is not available in P. S. Sangwan & P. S. Chamber.
8	Availability of functional toilets	Toilets not functional in three school due to water.
9	Activities undertaken under 'My School My Pride'	All activities done under my school my pride in all schools in the Panchayat.
10	Other	Kitchen shed is required at P. S. Plani
11	Remarks of the Visiting Officer	Upgradation of M. S. Kalsan to H. S. & upgradation of H. S. Khanetar to H. S. S.

Pyt. Haisa Kalsana
Khanetar (Poonch)

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	Khanetar (Bela chauhana) village level.
2	No of Accounts in the branch	1300
3	No of persons applied under various self-employment schemes	10
4	No of cases sanctioned under various self-employment schemes	09
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	09
6	Availability of ATM	nil
7	Any Other	nil
8	Remarks of the Visiting Officer	One ATM is required in the Khanetar or at the Bank branch Khanetar

VI. Amrit Sarovar:


S. No	Particulars	Status
1	Location of Amrit Sarovar	
2	Condition of Amrit Sarovar	W.NO 03 OR W.NO 06
3	Details of repair undertaken, if any	Ongoing
4	Utilization of Amrit Sarovar	NO
5	Any Other	nil
6	Remarks of the Visiting Officer	-

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	
2	Condition of Playground	No playground available in Pvt. Kalsan.
3	Utilization of Playground	Good
4	Any Other	Yes
5	Remarks of the Visiting Officer	Play grounds are urgently required at M/s Kalsan & P/s Palarni.

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Patwarkhana	Bhainchi
2	Government/ Private building	Private
3	Land passbook saturation	322
4	Pending mutations	nil
5	Any Other	Establishment of Patwar Khana in vill. Khanetar
6	Remarks of the Visiting Officer	The Patwari & other revenue officials/ Officers should ensure that the land passbooks & other services mandatory under PSG Act are timely provided.


BARKPANCH

Pyt. Halsa Kalsana
Khanetar (Panch)

QUESTIONNAIRE FOR B2V5
Schedule-II
(FIRST HAND INFORMATION ON INFRASTRUCTURE -
PANCHAYAT ASSET REGISTER AND ITS UTILIZATION)

1	Infrastructure of Panchayat Ghar				
	a) Govt building/private	Govt.			
	b) New/need repairs	New			
	II. Furniture (Y/N)	Yes			
	III. Computer/printer (Y/N)	Yes			
	IV. Internet (Y/N)	No			
	V. Telephone (Y/N)	No			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	Yes			
	VII. Water (Y/N)	Yes			
	VIII. Electricity (Y/N)	Yes			
2	Educational Institutes	Yes			
	a) Kindergarten	No. of Schools	Enrollment	Teacher vacancies	Govt Building / Private Building
	b) Primary	06	135	—	Govt.
	c) Middle	05	229	13	Govt.
	d) High	01	101	02	Govt.
	e) Higher Secondary	—	—	—	—
	f) College	—	—	—	—
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building / Private Building
		05	150	10	Private
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
		Nil			
5	Bank branch (Y/N)	Nil			
6	Availability of ATM (Y/N)	Nil			
7	Khidmat center/ CSC (Y/N)	Nil			
8	Patwarkhana (Y/N)	Nil			
9	Village haat (Y/N)	Nil			
10	Playground (Y/N)	Nil			
11	Ration shop (Y/N)	Nil			
		No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
		7			
12	Government offices- details, whether functional or not	No. of Govt Offices		Functional	
		Nil			
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		Hand no 106	Khatam	Under construction	
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	Land of Raja Rook-wlah-khan			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	N			
	ii. Number of Asset captured	N			
	iii. Please mention assets	N			
	1.	N			
	2.				
	3.				
	4.				
	5.				
16	List of Incomplete Buildings- names, year of construction	M/S Kalsana		Since 2019	
17	List of Underutilized Buildings- names	Nil		Nil	

SARPANCH
Pyt. Halqa Kalsana
Khanater (Poonch)

		v. 100% Implementation of Skill strengthening for industrial value enhancement Scheme.
20	Cooperative	i. Formation of Primary Agriculture Credit Society (PACS) & Farmer Producer Organization (FPO) at Block level. ii. Holding Awareness Camps iii. Registration of new cooperative societies.
21	Science & Technology	i. Public awareness events (IEC) under Rooftop Solar Residential Sector. ii. Outreach and training of farmers for PM-KUSUM Scheme. iii. Installation of Stall for solar gadgets for mass awareness.
22	Public Works Department(R&B)	i. Connectivity of left out habitations under PMGSY. ii. Safe audit and inspection of all roads. iii. All major roads pothole free in the district.
23	ARI Trainings	i. Inspections carried to evaluate quality of work and grievances disposal, record keeping & Inventory management.
24	Mining	i. Monthly monitoring of E-Challans. ii. Awareness programmes about illegal mining. iii. Grant of quarry licence. iv. Identification of new minor mineral blocks.
25	Disaster Management	i. Number of grievances disposal of Relief Commissioner's Portal. ii. Training of 250 APDA MITRAS. iii. Training of volunteers under SDRF.
26	GAD	i. Ensuring Biometric attendance. ii. Online portal for purchase of property by J&K Government employees. iii. Monitoring complaints through fixed line telephone grievance cell PUKAR. iv. Action against false complaints.
27	Jal-Shakti Department	i. Providing of Functional Household Tap Connection (FHTC) to the left out areas. ii. Smart Billing- Online collection of water charges. iii. Ease of water connection amendment in legal provisions. iv. Implementation of JalJeevan Mission & Regular testing of all Schools & Aanganwaris for potable water.
28	Law Justice & Parliamentary affairs.	i. To start work on E-assembly project. ii. Mechanism for monitoring of cases at district level. iii. Steps for decriminalization of laws.
29	Public Grievance	i. Satisfaction level for grievances redressal. ii. Assessment of perception of departments among public iii. Key issues of concern leading to grievances to be identified.
30	Estates Department	i. Vacation/identification of all unsafe buildings. ii. Eviction of unauthorized occupants.
31	Hospitality & Protocol	i. Awareness programmes regarding eat right. ii. Capacity building/ training of the staff.
32	Floriculture Department	i. Awareness about yoga. ii. Training and awareness camps for farmers in commercial floriculture.
33	Information Department	i. Training of the Departmental Officials in Media and Communications. ii. Launch of Musical Talents. iii. Organizing photograph competition under Badalta J&K for public.
34	Industries & Commerce Department	i. PMEGP cases in which marginal money disbursed. ii. MSME registration on single window portal. iii. Registration of Artisans and weavers. iv. Training of youth in handicrafts and Handloom cooperatives. v. Achievements made under Vishwa Karma Scheme.
35	Planning Development & Monitoring Department	i. Monitoring of CSS / Flagship Programmes. ii. Physical verification of completed projects/ works. iii. Monitoring of Aspirational Panchayat, Block and District programmes. iv. Awareness programme about registration of Births & Deaths. v. Panchayat development index rating verification.



Back² Village⁵

Governance at doorsteps

to 16th NOVEMBER, 2023.

QUESTIONNAIRE FOR B2V5

(STATUS OF IMPLEMENTATION OF SCHEMES IN THE PANCHAYAT)

Schedule-III

S. No.	NAME OF THE SCHEME	DEPARTMENT	TOTAL / TARGET ELIGIBLE BENEFICIARIES/ PERSONS IN THE VILLAGE	TOTAL BENEFICIARIES WHO AVAILED THE BENEFITS OF THE SCHEME	REASONS FOR PENDING
1	Old Age pension	Social Department	104	104	—
2	Widow pension	Social Department	16	16	—
3	Disability pension	Social Department	66	66	—
4	Status under Stunting Mukht	Social Department	1CDS	—	—
5	Status under wasting Mukht	Social Department	1CDS	—	—
6	Equipment's provided to Specially abled persons (implants, tricycles etc)	Social Department	02	02	—
7	Digital Services provided	IT/ BDO/ CSC	—	—	—
8	Daksh Kisan	Agriculture Department	200	200	—
9	Kisan credit card	Agriculture Department	120	120	—
10	PM Kisan Sammanidhi	Agriculture Department	150	150	—
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himayat, etc)	Employment Department	N/A	N/A	—
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	N/A	N/A	—
13	JJM Implementation	Jal Shakti Department	481	241	240 Scheme is ongoing
	i. No of Household provided FHTC		—	—	—
	ii. Har Ghar Jal village(s) certified (No.)		—	—	—
14	No of Households electrified	PDD	310	300	10 Seasonal residents
15	PMAY- Gramin	RDD& PR	184	06	98 only four month
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR	38	38	— Fund release not in time.
17	ODF Plus villages (No)	RDD& PR	Yes	—	—
18	Targeted Sock pit completed	RDD& PR	12	12	—
19	JKRLM:		100	62	38 Work is ongoing
	i. Number of Self Help Groups formed		335	200	135 work is ongoing
	ii. Number of Households involved		473	322	155 Due to migration of Land owner
20	Land Passbook Saturation	Revenue Department	Nil	—	656 Applicant not applied on online portal
21	Pending Mutations	Revenue Department	2571	1915	—
22	Domicile Certificates	Revenue Department	Nil	—	—
23	Persons identified drug addicts	BDO/ Sarpanch	02	02	—
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	—	—	—
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	1624	1535	89 no finger and eyes scanings
26	Golden Health Card under Ayushman Bharat	Health Department	28	28	—
27	Janani suraksha yojana	Health Department	629	402	227
28	Status under Anaemia Mukht	Health Department	—	—	—
29	Status under Leprosy Mukht	Health Department	06	06	—
30	Number of Ayushman Melas organized at Health & Wellness centres / CHCs under Ayushman Bharat	Health Department	02	02	—
31	Number of Ayushman Sabas held	Health Department	Nil	—	—
32	Out of School Children brought to Schools	School Department	Nil	—	—
33	Number of students still out of Schools	School Department	Nil	—	—
34	Persons educated through bridge courses	School Department	Nil	—	—
35	Household using clean cooking fuel (LPG)	FCS & CA	—	—	—

[Signature]
P.T. SARPANCH
P.T. Halqa Kalsana
Khanater (Poonch)

Deliverables:

S/No	Department	Deliverable
1	Agriculture Production Department	<ul style="list-style-type: none"> i. Awareness programmes regarding the establishment of Bee Colonies/ Mushroom farms. ii. Ensuring saturation of Kissan Credit Cards (KCC) & Soil Health Cards (SHC). iii. Awareness about G.I. Tagging of agriculture crops. iv. Issuing sanction letter to the beneficiaries for providing farm Machinery equipment. v. Distribution of seedling and seeds including Rabi seeds, lavender seeds. vi. Implementation of FasalBeemaYojna (Crop Insurance) vii. Issuing sanction letters for insurance of the Cattle
2	Rural Development Department	<ul style="list-style-type: none"> i. Establishment of AmritSarovar per Panchayat (Target/Achievement) ii. Saturation of all households in SHGs across all panchayats. iii. Number of works verified and completed during B2V-I, II, III & IV. iv. Achieving 100% social audit of PMAY. v. 100% verification of ODF plus model villages- door to door collection mechanism, segregation shed, PWMU, soakage/compost pits for all households vi. Achieving PMAY/IHHL Saturation. vii. Status of Drug Free/Corruption free Panchayats viii. Organizing of various sports events at the Panchayat level.
3	Information Technology	<ul style="list-style-type: none"> i. All online services under Public Service Guarantee Act to be popularized and information about them to be disseminated. ii. Awareness about BEAMS, Janbhagidari & E-UnnatPortal etc. iii. Hoardings, Wall paintings in all panchayats about Digital J&K & Services. iv. Organizing of one CSC Camps per panchayat. v. Assistance to be provided in enrolment for User Services, Golden Card, Domicile Certificates etc.
4	Finance Department	<ul style="list-style-type: none"> i. Number of Aadhaar Linked accounts under PMJJY, PMSBY, APY & PMJDY. ii. Providing Self-employment to at least 20 person per panchayat in consultation with J&K Bank, EDI and Labour. iii. Setting up of counters by Banks at Panchayat level for verification, Sanctioning and disbursement of cases and also accepting fresh application under all individual subsidy schemes. iv. Awareness programme about GST Registration, Biometric verification of Tax Payers etc.
5	Revenue Department	<ul style="list-style-type: none"> i. Awareness programme about Management legacy data of registration & Delivery of registration documents online to the citizens by the Tehsildar concerned. ii. Information campaign for popularization of "AapZameenAap Ki Nigrani". iii. Achieving saturation of land passbooks. iv. Pending inheritance mutations to be completed. v. Functionality of the Patwarkhanas. (No of Patwarkhanas made functional)
6	Health & Medical Department	<ul style="list-style-type: none"> i. Saturation of Golden Cards under PMJAY/ SEHAT Scheme. ii. Swachh Hospitals- Clean Toilets and Junk free premises. iii. Awareness programmes about Anaemia Mukht, TB Mukht, and Stunting Mukht Panchayats. iv. Screening of School Children. v. Awareness about screening of NCD (Non communicable disease).
7	Social Welfare	<ul style="list-style-type: none"> i. Geo-tagging of established Child Care Institutions. ii. Saturation of Old Age Pension ISSS/NSAP. iii. Number of Disability Cards (UDID) digitized. iv. 500 Anaemia check-up camps to be conducted. v. Number of Aanganwari Beneficiaries Aadhar Seeded.

QUESTIONNAIRE FOR B2V5

Schedule-1 (B)

(Details of Officers/ Officials present in the Panchayat)
(To be filled up by the Visiting Officer during his/her visit to the Panchayat. All fields have to be filled by the Visiting Officer before the booklet is handed over to the DC)

S. No	Department	Name	Designation	Present/ Absent	Remarks
1	Agriculture				
2	Education	Kulbro Singh	J.A.E.O	P	8492079501
3	Food, Civil Supplies and Consumer Affairs	Shamim Ahmed	Teacher	P	4906302467
4	Forest				
5	Health and Medical Education	Tarlok Singh	E. Guard	P	
6	ICDS Department	Noujood Kaur	F.M.P.H.U./M.N.M.I	P	
7	Irrigation and Flood Control Department				
8	Jal Shakti Department				
9	Power Development Department	Abdul Hamid	P.H.E.	P	Hamid 962206462
10	Public Works Department	Mohd Soleem	P.D.D	P	70513532
11	Revenue	Abdul Qader	MTS	P	959678139
12	Rural Development and Panchayat Raj	Sanjiv Singh	Palwari	P	8803661029
13	Skill Development	Kabir Singh	G.A.S.	P	86221258
14	Social Welfare Department				
15	Youth Services and Sports Department	Noman Tahir	M.T.S	P	9797636842
16	Others	Kuldeep Kumar	PEM	P	
17	A.H.D. Deptt.	Paramjit Singh	V.P.	P	70513699
18	Speech therapy	Rajesh Kumar	U.S.A	P	8493987565
19	SWD 23/B	Abdul Qader	M.S.M.TS	P	9596781550
20	Mohd Younis				
	Social Forestry	Mohd Younis	Guard	P	
	Pasat Gush	Bashir Ahmad	Guard	P	
	JKNRLM.	Yasmeen Kouser		P	9622714645
	Jk Ben	Feroze Ahmed		P	7051765208
	Mohd Ishag	Bio Pyt Kalsana		P	7889888881

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SARPANCH

Pyt. Halqa Kalsana
Khanater (Poonch)

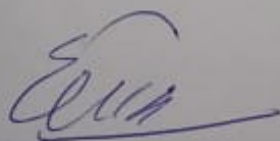
1. Whether GP has a Community Hall with access to electricity, furniture, water supply, toilet. Yes/No
2. Whether the Disaster management plan is available at the GP Level (Yes/No)
3. Whether child-friendly park with required facilities is available in GP (Yes/No)
4. Whether the GP has easy access to Godown for storage (Yes/No)
5. Whether street lights are provided in public places for ensuring safety (Yes/No)

III. Anganwadi Center:

S. No	Particulars	Status
1	Location of Anganwadi center	Nam Lower, upper, Sangwan, Kalsan, Dham.
2	Number of children enrolled a) Boys b) Girls	Boys = 72 Girls = 78
3	Status of Building (Private/ Govt.)	Private Buildings.
4	Availability of Helper/ worker	05 Helpers and 05 workers
5	Maintenance of record of children	Yes (2 entries checked)
6	Availability of sufficient ration	Availability of ration is not sufficient
7	Availability of timely Ration	No
8	Availability of Functional toilet	Yes
9	Availability of tap connection	Yes
10	Availability of electricity connection	Yes
11	Number of children stunted	N/A
12	Number of children wasted	N/A
13	Any Other	N/A
14	Remarks of the Visiting Officer	The Center needs close monitoring, CAPD should pay frequent visits to the Center to ensure that the purpose of these Centers is actually fulfilled.

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Tanda Khanetar
2	Government / Private	Private
3	Name of the dealer (in case of Private)	Abdul Gayoom
4	No of registered beneficiaries	BPL-636, AAY-81, NPHH-222
5	No of beneficiaries drawing Ration from the store	854
6	Whether store is functioning through Aadhar biometric system	Yes
7	Whether record/register maintained in the store	Yes
8	Availability of ration	Yes
9	Any Other	Yes
10	Remarks of the Visiting Officer	There is dire need of an outlet in the upper reaches of the Panchayat.



SARPANCH

Pvt. Hq. Kalsan
Khanetar Panchayat

		<ul style="list-style-type: none"> vi. Number of BetiBachaoBetiPadhao events held. vii. Saturation of left out cases under disability pension, implants and tricycles etc. viii. Awareness about Drug Mukht Panchayats.
8	Forest, Ecology & Environment	<ul style="list-style-type: none"> i. Plantation drives under "Har Gaon Haryali" program. ii. Conservation of water bodies. iii. Forest for Fodder. iv. "Green J&K drive" campaign.
9	Tourism	<ul style="list-style-type: none"> i. Identification & Registration of Home Stays. ii. Providing support for tourism activities under village cooperatives. iii. Promotion for augmenting the tourist inflow. iv. Identification, delineation and demarcation of at least 5 tourist destination/ circuits/ themes tracks per district. v. Plastic free tourism destinations.
10	Culture Department	<ul style="list-style-type: none"> i. Organizing school talent hunt competitions. ii. Cultural event at panchayat level under Har Din Tivhar. iii. Promotion of local artists by way of organizing KaviSamaylan, Painting competitions etc.
11	Labour & Employment	<ul style="list-style-type: none"> i. Registration of Job Seekers 50 per District. ii. Organizing of one Job fares per District. iii. Awareness about Self Employment Schemes under Seed Capital Fund & Youth Start-up Loan Scheme.
12	School Education Department	<ul style="list-style-type: none"> i. Number of students covered under Nipun Bharat & Padega Bharat ii. Identification of out of school Children and their enrolment. iii. My School My Pride-Cleanliness and Maintenance drives to be organized. iv. Holding of at least 200 Parent Teacher meetings per district. v. Number of schools having access to Drinking Water, Separate Toilet and Electricity facility.
13	Higher Education	<ul style="list-style-type: none"> i. Digital push for Open & Distance Learning (ODL) and online courses. ii. My college my pride (NashaMukht Camps, Eco Clubs, Sports & Games) iii. Careers counselling and Job placements.
14	Youth Services & Sports	<ul style="list-style-type: none"> i. Organizing sports activities/games in every panchayat. ii. Distribution of sports kits. iii. Stadium / Flood Lights
15	Transport	<ul style="list-style-type: none"> i. Steps taken to reduce the occurrence of road accidents. ii. Cases under MUMKIN scheme to be finalized.
16	Tribal Affairs	<ul style="list-style-type: none"> i. Organizing of Tribal Artisan Mela in each District. ii. Saturation of Scholarship Schemes.
17	Power Development Department	<ul style="list-style-type: none"> i. Distribution of Transformers. <ul style="list-style-type: none"> a) Check Unique Number b) Identify DTS with low oil and top oil c) Identify DTS with load imbalance d) Replace Non Standard fuses standard fuses. e) All pending electrical accidental claim cases to be resolved and disbursed. f) Removal of damaged transformers.
18	Food, Civil Supplies and consumer affairs	<ul style="list-style-type: none"> i. Achievement made under opening of fare price shops. ii. Saturation of Aadhaar Seeded Ration Cards. iii. 100% grievance redressal to be ensured. iv. Awareness about the schemes of the Department
19	Skill Development	<ul style="list-style-type: none"> i. Training of left out SHG members registered with NRLM/Tribal Affairs. ii. Skill Training of B2V4/MTMP2 youth. iii. Short term Skill Training of Women in rural/urban areas in collaboration with Universities/Colleges/Schools of JK UT. iv. 100% admission Polytechnic/ITI.

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	
2	Name of the beneficiary	Nandoo 2 Naata
3	Status of the house (completed/ in-use/ under-construction)	Tehangin Ansum Bhatti
4	Any Other	Under-Construction
5	Remarks of the Visiting Officer	The survey for left out needs to be done immediately to ensure that remaining are covered.

X. Soak pits/Compost pits:


S. No	Particulars	Status
1	Location of Soakpits/ compost pits	
2	Name of the beneficiaries	Near Panchayat Ghari P.Y. Kalsan.
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Mohd. Shafi
4	Any Other	Completed
5	Remarks of the Visiting Officer	More Soak pits needs to be provided in the Panchayat.

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	
2	No of online services provided by the CSC	No Khidmatcenter available in Kalsan P.Y.
3	No of persons approached for services	—
4	Any Other	—
5	Remarks of the Visiting Officer	One Khidmat Center is urgently required in this Panchayat.

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Not satisfactory
2	Transport	Not satisfactory
3	Electricity	Infrastructure not available in some ranch
4	Drinking water	H.No. 03, 04 without drinking water facilities
5	Cleanliness	Satisfactory
6	Sports facility (Playground)	Not - Satisfactory
7	Any Other	Horticulture needs focus in this Zone.


SARPANCH
 P.Y. Halqa Kalsan
 Khanateh (Pocob)

QUESTIONNAIRE FOR B2V5

Schedule-I (A)
(Details of Reporting Officer and Reporting Panchayat)

A. Details of Reporting Officer:

S.No	Particulars	
1	Name	AFAQ AHMED
2	Designation	Addl. Secretary. (Principal Revenue Training Instt.)
3	Department	Revenue Deptt.
4	Place of posting	Revenue Training Instt. - Jammu
5	Mobile No	9419749240
6	Email ID	aaqa9449@gmail.com
7	Home District	Rajouri
8	Dates of visit	15th & 16th Nov. 2023

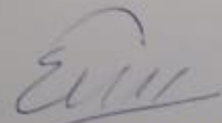
Jammu

B. Locational details of Panchayat: (to be pre-filled, information to be taken from the previous phases booklets/summarized excel sheet uploaded on jkpanchayat.jk.gov.in (to be validated by the visiting officer and missing details to be filled))

S.No	Particulars	
1	Name of the Panchayat	Kalsan - Khanater
2	Local Government Directory (LGD) code of the Panchayat	239252
3	Name of CD Block	Poonch
4	Name of Tehsil	Poonch (Haveli)
5	Name of District	Poonch

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	1
2	No. of hamlets in the Panchayat	9
3	No. of households in the Panchayat	481
4	Population (approx) of the Panchayat	3500 (Approx.)



SARPANCH
Pyt. Halqa Kalsana
Khanater (Poonch)